

6 FEB 1984


NOTE FOR: Chief, Procurement Division, OL

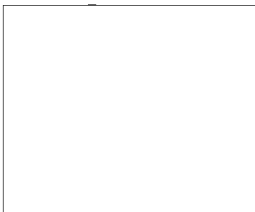
25X1 FROM: 

Chief, Supply Management Branch, SD/OL

SUBJECT: Commo Study - 1984

Larry,

25X1 The D/L has tasked me to work with a senior Office of Communications (OC) individual to jointly study the organization and effectiveness of Logistics support to OC. The attached explains our charter and strategy, and while the study will concentrate on the Logistics organization within OC, we would like to size and include in our study workloads placed upon Office of Logistics components by OC. To help us with the task at hand, would you please provide me with the volume of work Procurement Division does for OC. We would be specifically interested in such things as \$ volume, number of actions, (negotiated contracts, purchase orders, and  type actions), and the estimated number of procurement hours expended monthly, quarterly, or annually to support the Office of Communications. Since we are working on a relatively short deadline, we will need information by the 17th of February. If necessary, I will be glad to work with whomever you designate to meet the deadline. Thanks.

25X1 Attachment 

cc: D/L, w/att